## ACŒSS

## BADGER CARE+

## **Express Enrollment**



Express Enrollment for Partners and Providers

## AC@ESS

### About Express Enrollment

- Presumptive or temporary eligibility for pregnant women will continue to be determined by certified medical providers using a new express enrollment tool.
- Under BadgerCare Plus, we are encouraging providers and community organizations to become certified to help with express enrollment of children using a special application on access.wi.gov.

Express Enrollment for Partners and Providers

## ACŒSS

### **ACCESS for Partners and Providers**

- Certified partners and providers will be able to conduct express enrollment for children under age 19 with family incomes at or below 150% of the federal poverty level (FPL) and for pregnant women with income at or below 300% of the
- Temporary enrollment will be from the date of determination through the last day of the following month.
- Certified partners and providers are encouraged to also assist clients in completing a full application for BadgerCare Plus using access.wi.gov.
- Certified partners and providers can begin using Access for express enrollment beginning January 14, 2008

Express Enrollment for Partners and Providers

## ACGESS

### Certification Process for Provider/Organization

Providers currently certified to determine presumptive eligibility for pregnant women, will automatically receive their one-time use PIN to begin using the online tool for express enrollment of pregnant women.

In order for these same providers to begin using express enrollment for children, an application will need to be submitted.

Express Enrollment for Partners and Providers

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### Certification Process for Provider/Organization -

- For a provider or organization to become certified to conduct express enrollment, a designated security administrator must complete a paper application form and submit the form to the state certifying agency by mail or fax.
- Certification forms and information about BC+ are available on <u>badgercareplus.org</u> or by going directly to <u>access.wi.gov/partners</u>.
- Certification process should take about 2 weeks.

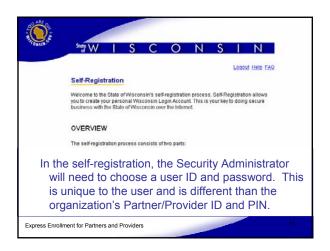
Express Enrollment for Partners and Providers

### http://access.wi.gov/partners To request certification for your organization to use the express enrollment tool, click on the link to get the certification form. This form should be printed and Start Here submitted by fax/mail. Express Enrollment for Partners and Providers

# Certification Process for Provider/Organization (continued) Once the application has been submitted, the security administrator will receive a Partner/Provider ID within 7 days, followed by a personal identification number (PIN) in two separate mailings. S/he will be able to set up an account online at: access.wi.gov/partners.

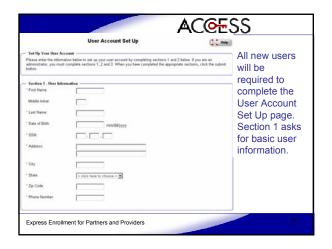


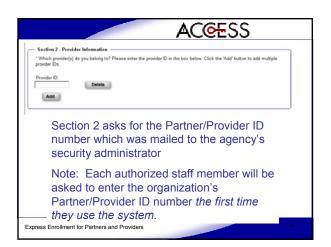


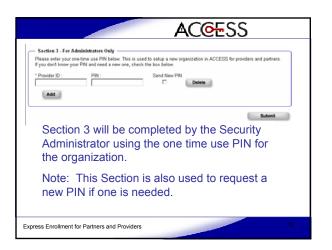










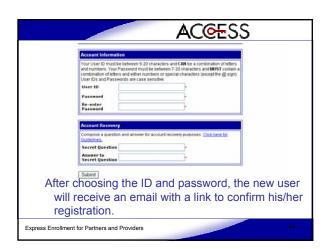


# Registration Process for Authorized Users After the security administrator completes his/her user account set up, s/he can instruct appropriate staff to register themselves as authorized users for the partner/provider organization using the following steps: Note: Once the individual users register themselves, The security administrator can then authorize staff to assist children and/or pregnant women with Express Enrollment through the ACCESS for Partners and Providers system.

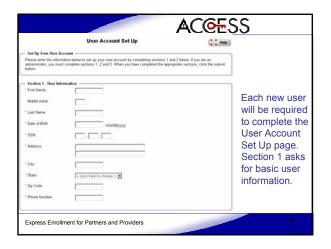


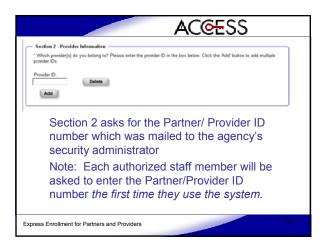






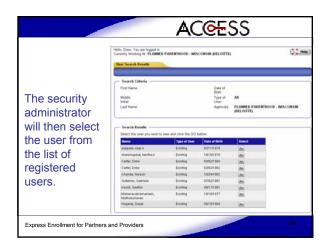






## Registration Process for Authorized Users The Registration Process for a new authorized user is complete. The next step is for the Security Administrator to grant appropriate access to the registered authorized users by completing the following steps:

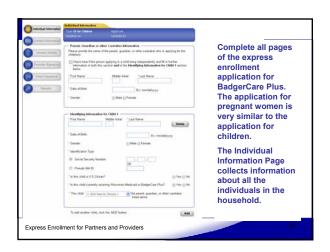


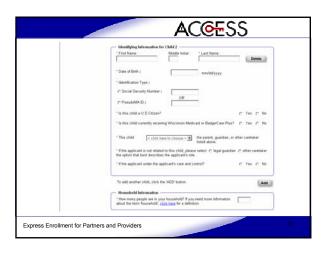


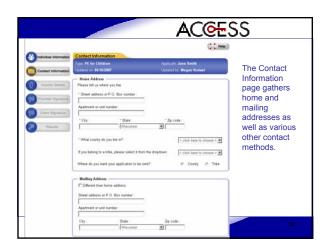


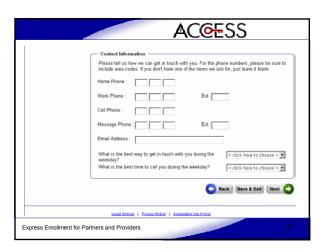


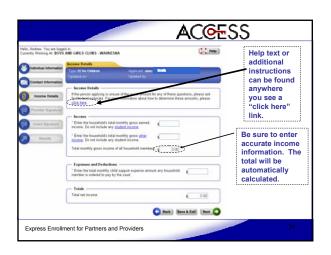


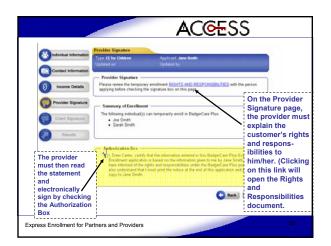


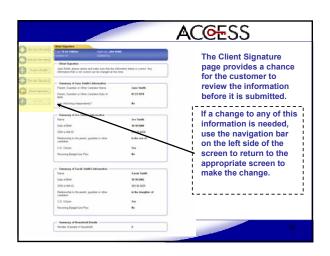




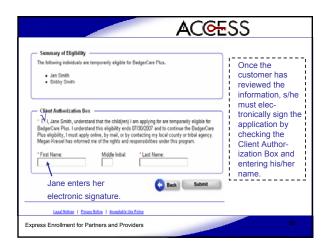




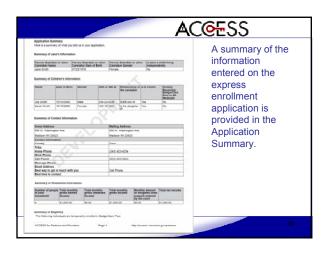


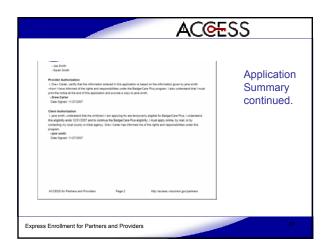




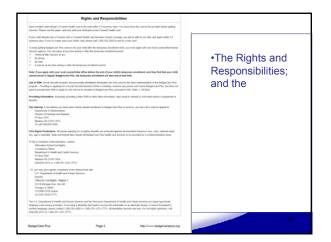












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## About Express Enrollment Partners and providers should always ensure the enrolled member understands the end date of enrollment. It is best practice to assist the applicant in submitting a full BC+ application to the local county/tribal agency using ACCESS at the time of the Express Enrollment to facilitate ongoing BadgerCare Plus coverage. Use access.wi.gov.

## AC@ESS

### About Express Enrollment -

- If time does not allow for completion of an application for ongoing benefits at the time of Express Enrollment, encourage the member to apply through <u>access.wi.gov</u>, or by contacting his/her local county/tribal agency.
- If the person does not meet Express Enrollment requirements, s/he may still be eligible for benefits and should be encouraged to apply through <a href="mailto:access.wi.gov">access.wi.gov</a> or with the local county/tribal agency.

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### ACCESS Resources

- BadgerCare Plus:
- http://www.badgercareplus.org
- Brochures, posters and referral cards
  - http://dhfs.wisconsin.gov/em/access/publications.htm
- Questions or comments about ACCESS?
  - Technical help
  - Contact information

Express Enrollment for Partners and Providers